

February 27, 2025 2:30-3:30 p.m.

Pre-Meeting Tasks:

Please review rubric feedback and edited format, included on this document.

- ☐ Maggie Billman
- ☐ Katelin Christianer-Donkers
- ☐ Kerri Keller
- ☐ Drew Pearl
- ☐ Susan Rensing
- ☐ Craig Schroeder
- ☒ Mary Tolar
- ☐ Paige Vulgamore

Facilitator: Craig

Norm-Checker:

Timekeeper:

Notetaker: Drew

Mission: To promote, stimulate, and support applied learning opportunities across Kansas and the world for all students at Kansas State University.

Vision: All students will experience robust, impactful applied learning while at Kansas State University.

Norms:

- Start and end on time
- Face to face as preferred participation mode but option of Teams
- Use parking lot when we get off topic
- All decisions are student-centered
- Treat each other with mutual respect
- Value all ideas and viewpoints
- Listen to understand, be mindful of all voices
- Practice good stewardship of all resources

Agenda Item	Time	Purpose	Notes
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Celebrations	2:30	Share personal and professional celebrations.	
Expenditure Proposal	2:35	Team to approve of budget utilization	<p>Katelin to share idea for EA funding usage</p> <ul style="list-style-type: none"> - \$ to student scholarships in Year 1 - \$ to support health focused program in Kenya in Year 2 – make accessible to students! - Possible – chunk of \$ to faculty to develop program that intentionally meets the framework
System Development	2:50	Update team on progress made with flowchart, DAIR, and ID	<p>https://www.canva.com/design/DAGfZHs4StQ/gsVedcnlAGphLVu-f8KhXA/edit?utm_content=DAGfZHs4StQ&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton</p> <ul style="list-style-type: none"> - Continuing to meet with ID on flow and best practices <ul style="list-style-type: none"> o Very helpful in thinking through holistic approach to documentation and assessment - DAIR working on integrating data flow between Canvas and reviewers <ul style="list-style-type: none"> o Lots of useful problem-solving to account for limitations of Canvas o Bringing advisors into the fold o Data reporting o DARS! On the radar o ePortfolio possibilities: Career Launch, Suitable, Simplicity, Adobe
Communications Strategy	3:05	Create a strategy for ALE	<ul style="list-style-type: none"> - DCM update - Position opening <ul style="list-style-type: none"> o Search Committee

		communications	<ul style="list-style-type: none"> ○ What feedback does the committee have on the proposed FTE add? ○ What level of comfortability does the committee have with hiring a person to create and implement a marketing and communications strategy? <ul style="list-style-type: none"> - Still can't have our own social media – working with DCM on comms strategy <ul style="list-style-type: none"> ○ It'll be fine - Maggie doesn't want strawberry LaCroix - New comms/marketing position to help us intentionally and strategically message about AL
Orientation Update	3:12	Scaling ALE to all students	<ul style="list-style-type: none"> - Does our proposed structure seem appropriate? - What do you feel a student's takeaway from a session should be?
cALEbrate	3:20	Update campus on ALE progress and goals	<ul style="list-style-type: none"> - Recruitment of student presenters - Event Agenda.docx - Event Script.docx - Are there other things we should cALEbrate? <ul style="list-style-type: none"> • Send comments and recommendations to Maggie and Craig
Steering Committee Formation	3:25	Progress for forming steering committee	Invitations out. 2 immediate charges once finalized, so hitting the ground running
Check-in	3:27	Review meeting structure	<ul style="list-style-type: none"> - Is the structure of our meetings productive and a good use of your time? - How do you prefer to receive information?
To-Dos/Next Tasks			
Parking Lot			